

Communications Specialist Baltimore City, Maryland

Who We Are

Founded in 1999, Maryland Coalition of Families (MCF) is a statewide nonprofit with a central office in Columbia, Md., and staff located in communities throughout the state. Using personal experience as parents, caregivers, youth and other loved ones, we connect, support and empower Maryland's families. Our staff provide one-to-one support to parents and caregivers of young people with mental health issues and to any loved one who cares for someone with a substance use or gambling issue. We also advocate to improve systems that impact individuals with behavioral health challenges.

Overview

MCF seeks a Substance Use Communication Outreach Specialist to increase awareness of our services and partner with organizations in Baltimore to serve families in Baltimore City. The candidate(s) must have personal experience as a primary caregiver of a youth/young adult or other loved one who has/had substance use challenges. Strong preference is given to those having a background in marketing and sales and have great presentation skills.

Essential Duties and Responsibilities:

- Develop and maintain outreach plans to entities within Baltimore City, to raise awareness of the benefits of family peer support and meet the needs of families.
- Create and provide presentations to any size group, which describes family navigation services, and the benefits of family peer support.
- Identify and participate in community events, which support the awareness of substance use resources for families.
- Build and maintain strong partnerships with agencies and providers of services related to substance use.
- Provide education and support to family members or other loved ones on behalf of someone with substance use challenges to assist with negotiating their way through the social, legal, educational and health care systems.
- Connect families engaged at community events to a Substance Use Family Peer Support Specialist.
- Collaborate with other MCF staff to develop supportive and educational programs that empower families and loved ones.

Qualifications

- **Lived experience as a caregiver, other family member, or loved one of an individual with substance use challenges is required.**
- **High school diploma or equivalent.**
- **Must live in Baltimore City.**
- Knowledge of opioid use services and supports.
- Familiarity with state and local resources and knowledge of how to access them.
- Willingness and strong ability to build and maintain partnerships with agencies and providers.
- Strong written and oral communication skills.
- Experience making group presentations.
- Strongly prefer experience in sales or marketing.
- Proficient with MS Office (Word, Excel, Power Point, Outlook) and internet research.
- Current Maryland driver's license and access to own vehicle; frequent in-state travel required.

- Successful completion of a background check (required for all MCF employees).

Hours/Compensation

- The position is full-time, 40 hours per week.
- Flexible work schedule.
- Salary commensurate with experience. Salary range \$15 -18 per hour.

To apply

To be considered for this position, apply on our website at www.mdcoalition.org. You must submit (along with your resume) a cover letter describing your personal experience as the primary caregiver or loved one of an individual with substance use challenges. Please provide details regarding what services and resources you have used to support your loved one.

Applications will be reviewed on a rolling basis. Please note that mailed or faxed resumes will not be considered. No phone calls please.

Diversity

Maryland Coalition of Families is committed to hiring a diverse and talented workforce. We are an Equal Opportunity Employer – all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, age, marital status, national origin, disability, veteran status or any other classification protected by applicable discrimination laws.